

Swimming - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
SW - CW 1	Lido terraces North / South / Pool Surrounds	Maintain terraces and paddling pool clean and weed free (priority will be given to non-chemical control methods). Maintain plants on poolside terraces.	All year	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 2	Lido / Plant / Swimming Pool	Maintain Lido Plant in relation to the Management of Health and Safety at Work Regulations and manufactures guidance (filters clean and reduce risk of bacterial contamination). Swimming Pool maintenance: Cleaning of stainless steel liner and edges / vacuum pool bottom / clean grills and overflow channels / Chloride procured.	All year	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 3	Lido Facilities	Provide clean, well-maintained facilities to customers and sports clubs all year round. Facilities to be routinely cleaned and inspected on a regular basis. Ensure daily cleaning of toilets and regular checks. Replenish toilet rolls and soap on an hourly basis during peak times.	All year	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 4	Lido Facility Public Toilets	Arrange for two deep cleans.	April/ September	Swimming Facilities Supervisor	B4
SW - CW 5	Lido Sauna	Ensure daily cleaning of sauna and regular checks to the facility.	Weekly	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 6	Lido Facilities	To refurbish the facility in September applying water resistant rendering, maintaining electrics, dealing with minor repairs.	September to October 2018	City Surveyor Dept.	
SW - CW 7	Lido Facilities	Manage sauna season ticket administration and daily ticket sales through cash collection process.	Daily	Swimming Facilities Supervisor	
SW - CW 8	Lido Facility Staffing	Ensure a full complement of staff that reflects NOPs and EAPs. Staff will interface with the public and be on call to undertake lifesaving rescues, hand out information, collect fees, and answer queries. Assist the Hampstead Heath Constabulary with emergency situations. On Trigger Events when customers increase, Lifeguard duties will be prioritised to manage the water and to undertake lifesaving rescues. Support staff across the Division will be called upon to assist when and where needed.	Daily	Swimming Facilities Supervisor / Heath Duty Managers and Supervisor	A1
SW - CW 9	Lido Events	Assist the Leisure and Events Manager with Duathlon, GIAG, cross country events and leisure complementary activities.	As per bookings	Leisure and Events Manager	D6
SW - CW 10	Lido/PH Paddling Pools	Maintain paddling pools at Parliament Hill and the Lido to include weekly plant inspection and chemical control. Daily facility inspection and cleaning. To ensure at the Parliament Hill paddling pool a full complement of trained staff that reflects NOPs and EAPs.	May to September	Swimming Facilities Supervisor	S1, S2, S7

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SW - CW 11	Water Safety Policy	Annual external safety audit inspections procured. To be carried out by Independent Inspectors with any recommendations actioned in the time specified.	May-18	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 12	Lido/Ponds Filming	Manage filming events on water sites around the Heath to ensure that there is no long-term damage to the landscape, minimise risk and minimise disruption to local communities.	All year	Swimming Facilities Supervisor	P8
SW - CW 13	Lido user group liaison	Liaise with PHLUG on issues affecting Lido users and attend quarterly meetings.	Quarterly	Swimming Facilities Supervisor	
SW - CW 14	Men's Pond Compound	Maintain Men's Pond compound which will include weeding, deep cleaning and minor repairs. Priority will be given to non-chemical control methods hoeing of weeds / mould etc. Inspect and maintain facility. All areas to be litter picked daily. Litter bins to be emptied daily. Liaise with User Groups, Lifebuoys, USA and Men's Pond Association.	Throughout the year / quarterly at swim forums	Team Leader Swimming Facilities Supervisor / Leisure and Events Manager	S1, S2, S7
SW - CW 15	Men's Pond	Complete Health and Safety audit recommendations for the facility.	Mid-September to Early October 2018	Team Leader Swimming Facilities Supervisor	S1, S2, S7
SW - CW 16	Ladies Pond Facility	Maintain Ladies Pond facility which will include, deep cleaning and minor repairs. Priority will be given to non-chemical control methods hoeing of weeds / mould etc. Inspect and maintain facility liaise with user groups, KLPA.	Throughout the year	Team Leader Swimming Facilities Supervisor	NL4, NL6
SW - CW 17		Complete Health and Safety audit recommendations for facility.	Mid-Sep to early Oct Daily	Team Leader Swimming Facilities Supervisor	
SW - CW 18	Ladies Pond enclosure Woodland / Meadows	Pruning management of blackthorn, hawthorn, Rosa, buckthorn plantings along boundary to ladies Pond enclosure - outside of bird nesting season. Management of existing natural grass areas to encourage flora and fauna and extend the natural aspects of the Heath. To be managed with Conservation Team to ensure high standards of Management. Grass to be cut and maintained on upper and lower meadows during Spring/Summer months.	On-going	Conservation Team / Team leader / Swimming Facilities Supervisor	
SW - CW 19	Mixed Pond compound	Maintain Mixed Pond compound, which will include, deep cleaning and minor repairs. Priority will be given to non-chemical control methods hoeing of weeds/mould etc. Inspect and maintain facility and liaise with user groups, Mixed Pond Association.	Throughout summer season	Team Leader Swimming Facilities Supervisor	S1, S2, S7

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SW - CW 20	Mixed Pond compound	All areas within compound to be litter picked daily. Litter bins to be emptied daily.	Daily	Team Leader Swimming Facilities Supervisor	S1, S2, S7
SW - CW 21	Mixed Pond compound	Complete Health and Safety audit recommendations for facility	Mid-Sep to early Oct 2018	Team Leader Swimming Facilities Supervisor	S1, S2, S7
SW - CW 22	Men's, Ladies Facility Routine Lifeguarding	Ensure a full complement of staff, that reflects NOPs and EAPs, which will be maintained by Lifeguard staff during opening hours throughout the year. Staff will interface with the public and be on call to affect Lifesaving rescues, hand out information, encourage payment, and answer queries. Assist the Hampstead Heath Constabulary with emergency situation, for example lost children, vulnerable people, maintain law and order situations such as assaults, abuse and crowd control both inside and outside the facilities. However, on Trigger Events when customer numbers increase, Lifeguard duties will be prioritised to manage the water and effect Lifesaving rescues. Staff across the Division will be called upon to assist	Throughout year	Team Leader Swimming Facilities Supervisor	S1, S2, S7
SW - CW 23	Mixed Pond facility Routine Lifeguarding	This is a summer only facility and needs to ensure a seasonal compliment of staff that reflects NOPs and EAPs. This will be maintained by Lifeguard staff during opening hours throughout the summer season by a full time Lifeguarding complement plus an experienced casual workforce. Staff will interface with the public and be on call to affect Lifesaving rescues hand out information, encourage payment and answer queries. Assist the Hampstead Heath Constabulary with an emergency situation, for example lost children vulnerable people, maintain law and order situations such as assaults, abuse and crowd control both inside and outside the facility. However on Trigger Events when customer numbers increase Lifeguard duties will be prioritised to manage the water and effect Lifesaving rescues. Staff across the Division will be called upon to assist.	May – Sep 2017	Team Leader Swimming Facilities Supervisor	S1, S2, S7, S8
SW - CW 24	Ponds Events	Assist the Leisure and Events Manager with Duathlon, GIAG, Cross country events and any leisure complementary activities.	Throughout year	Team Leader Swimming Facilities Supervisor	S1
SW - CW 25	Annual Water inspection	Annual external safety audit inspections procured. To be carried out by Independent Inspectors, with any recommendations actioned in the time specified.	May-17	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 26	Ladies', Men's and Mixed Ponds: Signage / Litter bins	Signage / litter bins /compounds will be checked on a daily basis and repairs carried out as and when required.	All year	Team Leader	P3

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SW - CW 27	Hampstead Heath	All other water safety signs and rescue equipment across NLOS should be checked and maintained by Ranger staff.	Daily	Swimming Facilities Supervisor / Ranger Supervisors	B8
SW - CW 28	Ladies, Men's and Mixed Pond Gates Fences and barriers - Temporary & Permanent	Check and maintain gates and entrances / fence lines, repairing and/or replacing. Temporary fencing/barriers to be placed proximal to the hazard and in such a way as to minimise disruption to users. All temporary fencing is to have signage to explain reasons for erection and time scale for removal; this is to be placed at time of erection and checked by Ranger staff to ensure compliance.	Daily	Team Leader Swimming Facilities Supervisor / Ranger Supervisors	B8
SW - CW 29	Heath Hands, Volunteers at the Ponds	Provide a programme for Heath Hand volunteers for the horticulture projects and works undertaken at the Ladies' Pond area.	All year	Team Leader Swimming Facilities Supervisor	A8
SW - CW 30	Filming at the Ponds	Manage filming events on water sites around the Heath to ensure that there is no long-term damage to the landscape, minimise risk and minimise disruption to local communities.	All year	Team Leader Swimming Facilities Supervisor	P8